

**COMMITTEE OF ADJUSTMENT  
MINUTES  
June 28<sup>th</sup>, 2024**

**Present:** John Stelmachowicz, Chair  
Joe Pantalone, Member  
Ron Henderson, Member  
Joan Truax, Member  
Henry Sander, Member

**Also Present:** Owen Curnew, Secretary-Treasurer

The Chair, John Stelmachowicz, called the meeting to order at 10:00 a.m. and explained the meeting process and the time frame for appeals to those persons present. He advised that all statements and evidence given before the Committee are of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

**MINUTES:**

The Minutes of May 31<sup>st</sup>, 2024, were approved by the Committee.

**DISCLOSURE OF INTEREST:**

No conflicts of interests were disclosed.

**APPLICATIONS**

<b>B1/24 239 Centre Street</b>	<b>Mike Smith &amp; Kelly Barrow-Smith Consent (Lot Line Adjustment)</b>
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**Present (other than Committee & Staff Members):**

Kelly Barrow-Smith, Applicant

Owen Curnew provided a brief synopsis, outlining the purpose of the applications, all comments received, and the recommendation of Planning Staff, APPROVAL of the application.

John Stelmachowicz invited the applicant to present.

Kelly Barrow-Smith provided a brief presentation.

John Stelmachowicz asked if there were any comments from the public.

**The Committee voted to APPROVE B1/24 with the suggested conditions from staff.**

<b>B3/24, B4/24, &amp; B5/24 14 &amp; 18 Margaret Street</b>	<b>Mike Smith &amp; Kelly Barrow-Smith Consent (Lot Line Adjustment, Two (2) New Lot Creations)</b>
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**Present (other than Committee & Staff Members):**

Greg Barker, Agent  
David Seaman, Applicant

Greg Duldale, Resident of 57 Osborn St.

Owen Curnew provided a brief synopsis, outlining the purpose of the applications, all comments received, and the recommendation of Planning Staff, APPROVAL of the application.

John Stelmachowicz invited the applicant to present.

Greg Barker provided a brief presentation.

John Stelmachowicz asked if there were any comments from the public.

Greg Duldale asked if the developer has purchased any additional properties near the subject property.

Greg Barker clarified that no additional purchase has been made.

Greg Barker asked for clarification regarding the habit for humanity development on lots 1, 2, and 3.

Greg Barker spoke through the chair and clarified the scope of the proposed development.

Joe Pantalone asked for clarification regarding what the cultural heritages features are that will be protected.

Greg Barker spoke to the features and suggested that minor features such as stain glass, door hinges, etc., were identified; however, the Cultural Heritage Impact Assessment never made a formal recommendation for preservation.

Joe Pantalone asked if there would be a historical plaque?

Greg Barker spoke to the intentions of habit for humanity and suggested that he believes habit could be interested in doing so.

Joe Pantalone asked if there would be a Landscape Plan provided to the Township?

Greg Barker suggested the Habit lots would not require site plan control and will clarify with staff if street tree parking would be required.

Henry Sander asked for clarification regarding the number of parking spaces

Greg Barker spoke to the number of parking spaces.

John Stelmachowicz asked who would verify that the cultural heritage features have been protected?

Greg Barker spoke to the Cultural Heritage Agreement and suggested staff would regulate the conformance with the agreement.

John Stelmachowicz asked for clarification from staff regarding the enforcement of the agreement.

Owen Curnew spoke through the chair and clarified that it would be an interdepartmental effort to enforce and ensure conformance with the agreement during the building permit stage.

Joe Pantalone asked that a condition of the Consents for lots 1, 2, and 3, that the applicant be required at the owner's sole expense and to the satisfaction of Essa Township, to plant at least one additional full shade canopy tree preferably within the municipal right of way prior to occupancy.

Joe Pantalone asked that a condition of the Consent for lot 1 be that an appropriate historical plaque or panel be prominently installed in front of the former church structure at the owner's expense and registered as a condition of the cultural heritage agreement. .

Greg Barker spoke to the potential problems with planting the tree.

Greg Seaman spoke to the issue with planting the trees for future development and potential complications with servicing and planting trees on the parcels; suggested that would be willing to pay for trees to be planted in the municipal boulevard.

Joe Pantalone suggested that the planting of trees is feasible within the municipal right of way.

Greg Seaman spoke to potential for planting trees prior to the buildings being issued and suggested it would affect the development and trees could be planted afterwards.

Joe Pantalone called a motion to impose the following condition: that the applicant be required at the owner's sole expense and to the satisfaction of Essa Township, to plant at least one additional full shade canopy tree preferably within the municipal right of way prior to occupancy.

**The Committee voted to APPROVE the condition.**

Joe Pantalone called a motion to impose the following condition: that an appropriate historical plaque or panel be prominently installed in front of the former church structure at the owner's expense and registered as a condition of the cultural heritage agreement.

**The Committee voted to APPROVE the condition.**

**The Committee voted to APPROVE B3/24, B4/24, & B5/24 with the suggested conditions from staff.**

**A8/24  
46 Darren Drive**

**Frank Jarry  
Minor Variance**

**Present (other than Committee & Staff Members):**

Frank Jarry, Applicant

Owen Curnew provided a brief synopsis, outlining the purpose of the applications, all comments received, and the recommendation of Planning Staff, APPROVAL of the application.

John Stelmachowicz invited the applicant to present.

Frank Jarry provided a brief presentation.

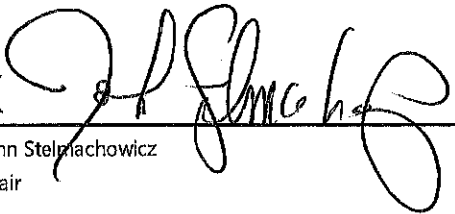
John Stelmachowicz asked if there were any comments from the public.

The Committee voted to APPROVE A8/24 with the suggested conditions from staff.

**OTHER BUSINESS**

**ADJOURNMENT**

The Chair, John Stelmachowicz, closed the meeting at 10:55 a.m.

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John Stelmachowicz  
Chair